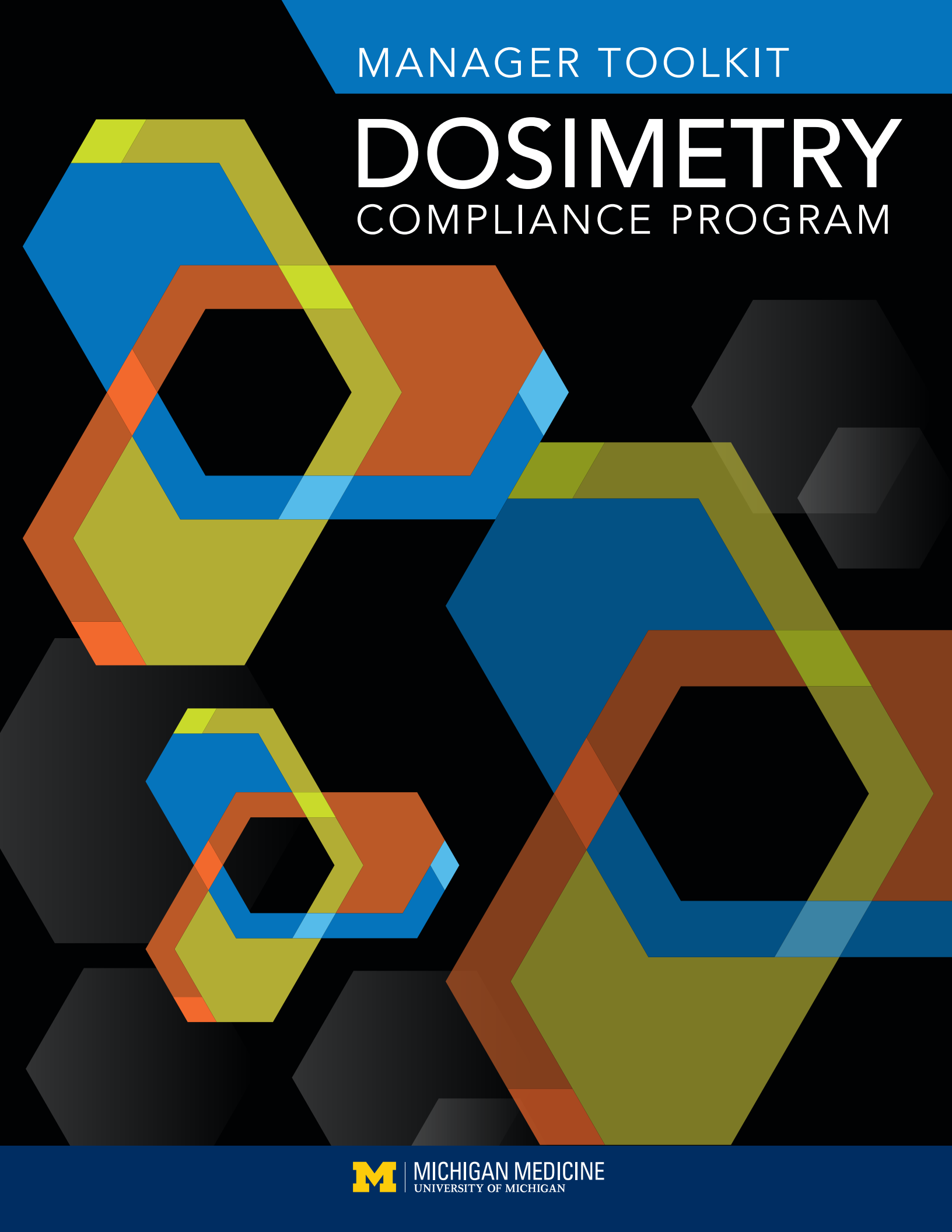


MANAGER TOOLKIT

# DOSIMETRY

COMPLIANCE PROGRAM



## GOALS

- Emphasize renewed focus on radiation dosimetry (badge) exchange compliance through education and accountability to ensure the safety and well-being of impacted employees.
- Achieve a minimum 90% compliance rate for timely radiation dosimetry exchange and return.

## ACTION PLAN

As a manager of dosimetry wearers (or a dosimetry group), you are responsible for:

- Explaining the renewed focus on radiation dosimetry compliance to your employees using the provided talking points.
- Communicating to your employees the purpose of radiation dosimetry monitoring and the exchange process, including the “why” (i.e., safety and compliance).
- Ensuring all impacted employees are educated on the institution’s dosimetry policy and their responsibilities as dosimetry wearers.
- Monitoring radiation dosimetry compliance in your area(s) as required by regulations and Michigan Medicine policy, and hold employees accountable.

## TIMELINE & KEY MILESTONES

Aug. 2020	Project Manager assigned
Sept. 2020 - Dec. 2020	Stakeholder interviews conducted
Jan. 2021 - March 2021	Existing State Value Stream Map and root cause analysis completed
April 2021	Rebranded communications introduced (Headlines, digital signs, internal web ads, etc.)
June 2021	Refreshed wearer training launched
Nov. 2021	Improved safety and compliance reports launched
Dec. 2021	Refreshed Dosimetry Contact/Supervisor training launched

## TALKING POINTS

- Employee safety is a top priority at Michigan Medicine and maintaining that safety is everyone's responsibility.
- One of the ways the organization promotes employee safety is through the Radiation Dosimetry Compliance program. Dosimetry is designed to monitor an individual's occupational radiation exposure to ensure doses are kept at a safe level.
- While the organization provides proper training and dosimetry, as an employee you too have an obligation to wear dosimetry when required, wear it properly, and exchange it on time so your radiation exposure can be monitored.
- Dosimetry compliance isn't just a Michigan Medicine policy, it's federal and state law. In addition, it's a Joint Commission requirement.
- Across Michigan Medicine, we strive to maintain our reputation as a high-reliability organization that consistently reduces the risk of patient and employee harm. This is achieved through ongoing process improvement efforts that promote a culture of safety and compliance.
- Employee compliance is a vital part of the Radiation Dosimetry Compliance program.
  - As such, the current dosimetry policy has been updated to reflect the responsibilities of line supervisors, dosimetry supervisors, and wearers. The revised policy can be found on PolicyStat. Be sure to review it so you are familiar with expectations.
- Also, we are reminding all wearers to keep track of their dosimetry and wear it consistently.
  - Whether you exchange your dosimetry monthly or quarterly, please note that the exchange due date is always the 1st of the month of each new wear period.
    - I know I can count on you to do your part and thank you for your support of this important program. Your dedication and commitment to our patients and each other is inspiring.
- If you have any other questions about the Radiation Dosimetry Compliance program or our departmental monitoring process, talk to your Manager or our department's Dosimetry Supervisor.



## RESOURCES

Michigan Medicine Dosimetry Policy: <http://michmed.org/En6nA>

Instruction for use/wear: <http://michmed.org/E3PzY>

Video: How to properly wear dosimetry and protective apparel  
<https://www.youtube.com/watch?v=SU3isLqhEuA>

Video: How to use the revised safety and compliance reports  
<https://www.youtube.com/watch?v=msspa3H9vKY>

U-M Environmental Health & Safety website  
<https://ehs.umich.edu/research-clinical/radiation/>

## CONTACTS

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